



NJHS Chapter of Distinction

Purpose

To recognize NJHS chapters that demonstrate a commitment to operational excellence and student-led impact. This program serves as a year-end validation of chapter effectiveness and a roadmap for future leadership growth.

Eligibility

- Must be a duly chartered and affiliated chapter of NJHS.
- Affiliated NJHS chapter during current and upcoming school year.
- Compliant with the NJHS National Constitution and Handbook.

How to Apply

1. Audit:

- i. Adviser and students review the **Essential Standards** and **Areas of Distinction** to determine what documentation is necessary.
- ii. Adviser and student officers work together to gather all support documents (e.g. bylaws, selection process) for a collaborative review before presenting them to the school principal.
- iii. Chapters **do not submit documentation directly to NJHS**. Retain these records in chapter files for validation purposes.
- iv. Advisers and students reflect on the current year and student officers provide 3–4 sentence summaries to complete the **Chapter Snapshot**.

2. Validate:

- i. Hold a meeting with the school principal, adviser, and student officers to re-view the self-audit results.
- ii. Secure all three signatures in the Validation, which may be digital signatures or wet signatures that are scanned and uploaded, to provide proof that the chapter has met the requirements to earn Chapter of Distinction.

3. Submit:

- i. Complete the Chapter of Distinction online application on the NJHS website. Only the Validation form with signatures is uploaded, and no other documents are required.
- ii. Include the name, title, and e-mail address of the three signatories (student officer, adviser, and principal) who will be notified of the results in September.



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Part I: Essential Standards

Complete this checklist to ensure 100% compliance with core operational requirements.

Bylaws: Local bylaws are updated, consistent with the National Constitution (Article XVI).

Faculty Council: A Faculty Council of five voting members was appointed by the Principal to oversee selection and disciplinary actions (Article VII).

Selection Transparency: A written description of the local selection procedure is published and widely available to all students and parents (Article IX).

Selection Criteria: All membership selection is based on the pillars of the Honor Society and is conducted through a fair, non-discriminatory process (Article IX).

Member Obligations: All members have been provided with a written list of member obligations, including service, meetings, and dues (Articles IV and VIII).

Individual Service: The chapter maintains a formal system for members to report individual service projects reflecting their particular talents and interests (Article XIV).

Chapter Service: The chapter planned and executed at least one chapter-wide project that addressed a school or community need (Article XIV).

Part II: Areas of Distinction

Select and verify at least **two** of the five areas of distinction. These reflect elevated practices beyond the essential chapter requirements.

Area	Distinction Criteria (Select 2 or more)
Student Governance	Student officers prepared agendas and presided over regular business meetings (Article XIII; NJHS Handbook Chapter 6).
Chapter Legacy	The chapter conducted a respectful induction ceremony for new members and a formal installation for new officers (Articles VIII and XI; NJHS Handbook Chapter 3).
Local Engagement	The chapter publicized its service and student achievements through school news, social media, or local press to create enthusiasm for the values of NJHS (Article XIV; NJHS Handbook Chapter 6).
Administrative Transparency	Student leaders and the adviser met with the principal to ensure chapter activities and goals are approved and aligned with school policy, mission, and vision.
Leadership Development	The chapter conducted a leadership training session and formal transition meeting to transfer chapter management to new officers.



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Part III: Chapter Snapshot

3-4 sentence summaries completed by chapter officers.

1. Service Impact: Looking at our Chapter Service Project(s), what was the most significant positive change we made for our school or community this year (share impact data)?

2. Leadership Growth: How did our chapter officers grow in their ability to lead meetings and manage chapter business this year?

3. Chapter Legacy: What is the most important next step or improvement we want to pass on to next year's chapter officers?



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Part IV: Validation

Attestation that the student officer, adviser, and principal have met to review chapter documentation and have met the criteria to be named an NJHS Chapter of Distinction.

Student Officer:

"As a representative of our chapter, I attest that we have reviewed our chapter's work and confirm that we have met the criteria to be named a Chapter of Distinction."

Name: _____ Officer Title: _____

Signature: _____ Date: _____

Adviser Attestation:

"I verify that this chapter remains in good standing, operates according to the National Constitution, and that the evidence for this Chapter of Distinction is maintained in our chapter records."

Name: _____

Signature: _____ Date: _____

Principal Validation:

"I have reviewed the chapter's self-audit and approve their designation as a Chapter of Distinction. I verify that the chapter operates with my approval and follows all local and national policies."

Name: _____

Signature: _____ Date: _____